




**HUMAN RESOURCES OFFICE  
TECHNICIAN / AGR ADMINISTRATIVE INSTRUCTION**

Number: 07-32

25 Sep 2007

**2007 Remote Designee Workshop**

1. The Human Resources Office will once again be sponsoring a Remote Designee Workshop in Sacramento, California. Whether you are new to your Remote Designee position or a seasoned veteran, you will find valuable knowledge of the most recent changes in the Human Resources arena at our seminar!
2. Dates of our 2007 Workshop will be 23 - 26 October 2007. The Workshop will be held at the Hallmark Suites in Rancho Cordova, California. A map and welcome letter will be provided to you upon your registration.
3. We will cover topics ranging from Staffing and Customer Services to the latest information affecting the National Security Personnel System (NSPS) Conversion. Please join us for an informative and fact filled training session!
4. If you are interested in attending our Workshop, please submit a DD 1556, "Request, Authorization, Agreement, Certification of Training and Reimbursement", and forward to the Human Resources Office. Army technicians need to attach a Request for Orders (RFO) to expedite processing of travel.
5. Should you have any questions, contact Ms. Lisa Nagata at CAGNET 63601, DSN 466-3601 or (916) 854-3601 or MSG John Presnall at CAGNET 63548, DSN 466-3548 or (916) 854-3548.

  
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